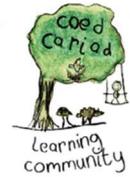


Accident and Emergency Procedures (including RIDDOR and Emergency Details)



The safety of your child is paramount and every measure will be taken to ensure they are protected from hurting themselves. However, accidents do happen and the following information details how the incident will be dealt with:

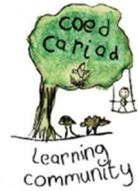
- The injured child will be comforted and reassured while making sure that the other children in our care are safe. This may mean sitting a older child where they can be seen.
- The extent of their injuries will be assessed and any first aid procedures that are necessary will be carried out within training levels
- Medical support/ambulance will be called if required.
- If a child needs to be taken to or accompanied to hospital, the other children will accompany, or emergency back-up cover will be called. This will be a known responsible adult and member of the core group.
- You will be contacted and informed of the accident and if necessary asked to collect your child from the setting or meet them at hospital.
- All other children who were not involved in the accident / incident will be kept safe at all times. If necessary, we will instigate our emergency procedures for children who are not injured, ie: using emergency backup to care for these children.
- After every accident, however minor, a report will be completed in the Accident book, this will include full details of the accident/incident. You will be asked to sign a copy of the entry and will be provided with a duplicate copy.
- If the incident requires any medical treatment:
 - CIW will be informed
 - Insurance Company will be informed.
 - PACEY / local authority will be contacted for additional advice/support.
 - Local Social Care and RIDDOR will be contacted if required.

It is important for Coed Cariad to be kept informed regarding your child's condition following an accident and if you have sought additional medical advice or care.

The premises have been checked and they meet the Welfare Requirements for childminding outlined by CIW.

Safety routines are regularly reviewed, updated and practiced.

Emergency and evacuation policy and procedures



In the unlikely event of an emergency evacuation, for example, a fire or flood, there is a fire escape plan in place. All children are trained, the fire drill is practiced regularly, and details of each fire drill is recorded within the fire drill section in the Risk Assessment folder.

The fire brigade has visited our setting and performed a fire safety check and provided advice. We have smoke, carbon monoxide and heat detectors in our setting which are regularly tested and the details recorded. If a smoke detector sounds, or a fire is detected, the priority is to evacuate the children from the building.

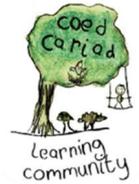
We have access to a telephone and a fire blanket that would only be used if a fire were preventing escape from the setting.

Fire Escape Plan:-

- Lead all children out of the building
- Assemble across the hard standing at a safe distance and check that everyone is accounted for.
- Notify the fire brigade.
- Contact parents or their emergency contacts to arrange collection of the children
- Take refuge in a nearby building such as the roundhouse until collection is possible.
- Follow the instructions of the Emergency Services.
- Do not return to the building until the Emergency Services have declared it safe.
- Phone CIW

The lead facilitator always has access to a mobile phone which is fully charged. All contact numbers for each child is held on the phone, which is passcode/fingerprint protected. Other emergency numbers of doctors and local police station are also on that phone.

Procedures in The Event of a Terrorist Attack or National Emergency



we feel it is necessary to have a procedure in place on what to do in the event of a terrorist attack or a national disaster.

The care and security we provide to your child is paramount. As a CIW Registered Childminder, we will do everything within our powers to protect, comfort and support your child in the event of a major incident, National Emergency or Terrorist Attack.

If we are involved or caught up in the incident we will comply fully with the instructions from the emergency services and constantly reassure the children in our care.

If you are caught up in an incident we will continue to look after your child until you are able to return or a person nominated is able to collect them.

We understand that during major incidents the mobile phone networks are often not available and even landlines can be cancelled to free up communication systems for the emergency services. we will however attempt to contact you on a regular basis and ask that you try to do the same. we will keep up to date on the situation using any media source available to me, radio, television, Internet etc. we will endeavour to protect your child from information or images that may alarm or distress them. If you wish we can have a pre-planned excuse that we can use to explain your delay in arriving.